

Membership Enrichment Events (MEEs) Guidelines

MEEs are local events of interest to members that are outside the regular LearningQUEST schedule for classes, programs, and activities. They are usually free and for a single time. Their purpose is to provide learning and fellowship for more people in more places.

Timing

LQ plans to have at least three to four MEEs each calendar year. The MEE co-chairs will publish an announcement at least once a year in the E-News reminding members that they can suggest an idea for an MEE.

Submitting an MEE

The co-chairs can set up a MEE, as well as any LearningQUEST member. Suggestions submitted are typically based on the member's own interests or activities. Examples include concerts, movies, plays, workshops, history displays, nature walks, community events and ethnic/cultural/holiday festivals. The MEE should not duplicate or conflict with any current LQ activity.

Format

The suggestion should be submitted to a MEE co-chair at least two weeks before the local event and no sooner than three weeks prior to the event. The suggestion should include a description, date, time, place, and cost (if applicable) and the email or phone number of the person making the suggestion. In most cases that person will volunteer to be the coordinator. If not, the co-chairs will name a coordinator.

Approval

MEEs do not require formal program descriptions and LQ Board approval. The co-chairs will accept or reject the suggestion. If a dispute arises, sole responsibility for approval rests with the Membership Committee.

Publicity

The co-chairs will prepare or have someone prepare an invitation and send it to E-News (newsinput@lquest.org) for publication before Wednesday noon the prior week before the event. In some cases, it may be necessary to add a "More Information" hot link where complete details are available.

Requirements

The MEE will have a coordinator who will welcome the attendees. It is required that LQ badges be worn. **After the event the coordinator will report the attendance via mees@lquest.org.**

June 14, 2023